

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
March 12, 2024**

The first regular meeting of the month of March 2024 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on March 12, 2024. Commissioner Kimsey called the meeting to order at 4:00 PM.

Those in attendance were Commissioners Denny Kiggins, Norm Harker, and Neil Kimsey.

District Staff: John Peterson, Heath Henderson, David Logan, Les MacDonald, Bob Sanguinetti, Matt Jenkins, Kristen Thomas, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: City of Ridgefield: Councilor Judy Chipman.

Visitors Present for Special Presentations: Melissa Armstrong, Spenser Fox, and Cedrick Redula.

Visitors Present for Hearing: David Koeltzow.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Introduction: Carrie Schmidt, GIS Analyst – Melissa Armstrong introduced Carrie Schmidt, the new GIS Analyst, to the Board.

10 Years of Service Award: Spenser Fox, Maintenance Specialist 3/Lead – Melissa Armstrong and the Board recognized Spenser Fox for 10 years of service.

25 Years of Service Award: Cedrick Redula, Engineering Technician (Inspection) – Bob Sanguinetti and the Board recognized Cedrick Redula for 25 years of service.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the February 27, 2024 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 02/21/24 and 03/05/24 in the amount of \$1,495,977.03; Voucher #s 59993-60026 dated 02/22/24 and 03/05/24 in the amount of \$161,843.22; Payroll Benefit Warrant # 10632 dated 02/15/24 in the amount of \$3,534.98; Payroll Direct Deposit Authorizations dated 03/09/24 in the amount of \$278,705.16; Agenda Bill #24-013, authorizing the General Manager to sign the Professional Services Contract with Plante Moran for Enterprise Resource Planning needs assessment, vendor evaluation, and solicitation development services in the amount of \$202,780 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed 10% of the total contracted amount; Agenda Bill #24-014, authorizing the General Manager to sign the Revised Developer Extension, Reimbursement, and Service Agreement with the developer for the costs of designing the Whipple Creek East Pump Station F and associated force

main in an amount not to exceed \$329,700.00 (including sales tax) and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount; Agenda Bill #24-015, authorizing the General Manager to sign the Developer Extension, Reimbursement, and Service Agreement with the developer for the costs of constructing the Whipple Creek East Pump Station F and associated force main in an amount not to exceed \$1,982,935.00 (including sales tax) and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount; and Agenda Bill #24-016, authorizing the General Manager to purchase the 2022 Volvo L60H wheeled-loader for the Salmon Creek Treatment Plant in the total amount of \$180,051.41 (including sales tax).

Commissioner Kiggins seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Commissioners Kiggins, Harker, and Kimsey reported on their recent activities.

General Manager (Agency Coordination, District and Professional Organization Functions, & Discovery Clean Water Alliance Update) – John Peterson briefly reviewed the report.

Business Services Manager/Board Clerk: Board Confirmation of Events (February 2024) – The Board signed the confirmation sheet.

Board Calendar of Events (March 2024) – Kim Thur briefly reviewed the calendar with the Board.

Collection Infrastructure Director: Collection Infrastructure Director (Engineering Director) Activities Report (Collection Program – Design; and Development Program) – Heath Henderson briefly reviewed the report, including two attachments:

Attachment A – Draft Agenda Bill re: McCormick Creek Pump Station Greely Farms Phase 2B Developer Reimbursement. The Board concurred with authorizing the General Manager signing the agreement with the developer for costs of designing and constructing the pump station in the amount of \$2,110,300.00 and requested staff to include the item on an upcoming Consent Agenda for approval.

Attachment B – Draft Agenda Bill re: NW 11th Avenue Trunk Trails at Whipple Creek Local Facilities Charge – Resolution Approving Final Cost and Pro Rata Share. The Board concurred with the proposed final cost and pro rate share of the District installed local facilities for the project and requested staff to include the item on an upcoming Consent Agenda for approval.

Mr. Henderson advised the Board of an issue with the developer of Trails at Whipple Creek. The developer is nearing completion/occupancy on several homes. The Whipple Creek West Pump Station (also being installed by the developer's contractor) is required to be online for the homes to

be occupied. The pump station is behind schedule and not anticipated to be completed in time. The developer is requesting the District allow a temporary pumping plan for the homes within the subdivision.

Following discussion with District staff and District legal counsel, Commissioner Harker moved to authorize the General Manager to sign a Developer Reimbursement Agreement Amendment with the developer of Trails at Whipple Creek to allow for a temporary sewage pumping plan subject to legal counsel and Board review prior to execution.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team & Customer Account Team) – David Logan reviewed the report, including a memo related to 2023 Risk Management & Claims Summary.

Treatment Operations Manager: Treatment Operations Manager Activities Report (Discovery Clean Water Alliance (Alliance) Operations Program Update) – Matt Jenkins briefly reviewed the report, including a draft agenda bill related to Salmon Creek Treatment Plant Biosolids Land Application Program – Fire Mountain Farms Contract Authorization. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

District Legal Counsel: Eric Frimodt reported that he would be developing the 2024 legislative session summary for staff and the Board's review in the coming months.

HEARINGS: 5:00 PM – AB #24-017 – NW 11th Avenue Trunk – Trails at Whipple Creek Latecomer Reimbursement - Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the NW 11th Avenue Trunk Trails at Whipple Creek and the amount for the sanitary sewer facilities constructed in the vicinity of NW 11th Avenue and NW 164th Street within public right-of-way of the project.

Heath Henderson provided the background information on the project.

Commissioner Kimsey then asked if anyone attending remotely or in person wished to provide testimony on the sanitary sewer facilities and the Latecomer reimbursement. No one provided testimony.

Commissioner Harker moved to close the public hearing.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Kimsey announced the public hearing was closed.

Commissioner Harker stated that he believed the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to direct staff to prepare a resolution for approval and adoption of the NW 11th Avenue Trunk Trails at Whipple Creek Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessments Table at a future Board meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Kimsey thanked everyone for attending the hearing.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 5:06 PM.

Secretary

Approved 03/26/2024